

**MINUTES OF THE ECUA CITIZENS' ADVISORY COMMITTEE MEETING HELD
WEDNESDAY, MAY 17, 2017 AT 2:00 P.M. IN THE ECUA BOARD ROOM AT 9255
STURDEVANT STREET, ELLYSON INDUSTRIAL PARK, PENSACOLA, FL**

Members present: Vicki Campbell, Chairman
Larry Walker, Vice Chairman
Deborah Benn
Lois Benson
Catherine Booker
Elvin McCorvey
Dale Perkins
Louise Ritz
Mike Steltenkamp
Josh Womack

Members absent: Chuck Kimball
Randy Ponson

Staff present: Steve Sorrell, Executive Director
Nathalie Bowers, Public Information Officer
Steve Holcomb, Director of Wastewater Infrastructure
Linda Iversen, Executive Assistant to the Board
Don Palmer, Director of Water Reclamation
Jim Roberts, Public Information Officer
Randy Sears, Water Reclamation Operations Manager
Patricia Sheldon, Director of Finance

ITEM A - INVOCATION AND PLEDGE OF ALLEGIANCE

Ms. Benn provided the invocation and led the Pledge of Allegiance.

ITEM B - CALL TO ORDER

Chairman Campbell called the regular meeting of the ECUA Citizens' Advisory Committee to order at approximately 2:24 p.m.

ITEM C - ADOPTION OF AGENDA

Dr. Walker added to the agenda the topics of "employee recognition events of the week" and "microphone system".

Mr. Sorrell introduced ECUA employee Randy Sears, stating that Mr. Sears is over all three wastewater treatment plants and is doing an excellent job, so much so that all three plants will be receiving awards for 2016.

**ECUA Citizens' Advisory
Committee meeting 05/17/17**

A motion was made by Mr. Womack, seconded by Mr. McCorvey, to adopt the agenda as presented and amended. Motion carried 10-0.

ITEM D - OPEN FORUM

There were no comments from the audience.

ITEM E - PRESENTATIONS:

Mr. Steve Holcomb provided presentations for the following topics.

- (1) Sewer Expansion
- (2) SSO Consent Order update

ITEM F - APPROVAL OF MINUTES

A motion was made by Ms. Benn, seconded by Mr. Womack, to approve the minutes of the regular meeting of April 19, 2017 as presented. Motion carried 10-0.

ITEM G - EXTENSION OF CHEMICAL CONTRACT - ALUMINUM SULFATE

A motion was made by Ms. Ritz, seconded by Mr. Womack, that the Board approve the first of two optional one-year extensions for the contract for aluminum sulfate to Southern Ionics, Inc., in the amount of \$219 per dry ton, with pricing as agreed to by the supplier and with the approval of the ECUA Board, and authorize payment from the appropriate budget line item. Motion carried 10-0.

ITEM H - AWARD OF BID – HVAC MAINTENANCE SERVICES

A motion was made by Mr. McCorvey, seconded by Mr. Womack, that the Board: (1) affirmatively find the bid submitted by Star Service to be non-responsive; and (2) award the bid to Engineered Cooling Services, Inc., Pensacola, FL, the lowest responsive bidder, in the total amount of \$80,418, with funding from the Plant Maintenance operating budget. Motion carried 10-0.

ITEM I - AWARD OF BID – ENVELOPE RESTORATION – CWRP ADMINISTRATION BUILDING

A motion was made by Mr. McCorvey, seconded by Ms. Booker, that the Board award the bid for the Envelope Restoration for the CWRP Administration Building to Emerald Coast Constructors, Pensacola, FL, the

**ECUA Citizens' Advisory
Committee meeting 05/17/17**

lowest responsive bidder, in the total amount of \$885,000, including additive alternate 1, with funding from CIP Project RS532, CWRF Building Water Sealing. Motion carried 10-0.

**ITEM J - ULTRAVIOLET EQUIPMENT PROCUREMENT – BAYOU MARCUS WRF
DISINFECTION**

A motion was made by Ms. Benn, seconded by Mr. McCorvey, that the Board waive the normal bidding process based on the reasons cited, and approve the direct procurement of the new disinfection equipment for the Bayou Marcus WRF Disinfection project as a sole source purchase from Trojan Technologies in the amount of \$532,400, and authorize payment from CIP Project RS234. Motion carried 10-0.

ITEM K - FISCAL YEAR 2018 CAPITAL IMPROVEMENTS PROGRAM BUDGET

A motion was made by Dr. Walker, seconded by Ms. Benson, to approve the water and wastewater listing and ranking order of the proposed Capital Improvements Program projects for the fiscal year 2018. Motion carried 10-0.

A motion was made by Ms. Benn, seconded by Mr. McCorvey, to approve the sanitation listing and ranking order of the proposed Capital Improvements Program projects for the fiscal year 2018. Motion carried 10-0.

ITEM L - CAPITAL IMPROVEMENT FEE

Mr. Steltenkamp suggested that at a future meeting, staff provide a presentation that would better explain the needs for funding the Capital Improvements Program projects and address the debt load.

Mr. Barry Tweedie, 10395 Old Dairy Lane, addressed the Committee commenting on the 2015 Financial Feasibility Report prepared by Raftelis Financial Consultants, Inc.

A motion was made Dr. Walker, seconded by Ms. Benn, that the Committee approve an annual capital improvement fee as represented by the \$20 million annually box, including 50-50 on the water only and wastewater only customers.

A substitute motion was made by Ms. Benson, seconded by Ms. Benn, that the CAC endorse the concept of a capital improvement fee and that the amount be determined in the context of the list and indebtedness.

**ECUA Citizens' Advisory
Committee meeting 05/17/17**

The vote on the substitute motion carried 9-1 with Mr. Perkins voting against the motion. The vote on the substitute motion as the main motion carried 9-1 with Mr. Perkins voting against the motion.

ITEM M - INFORMATIONAL REPORTS:

The following reports were presented for information only and did not require any action.

- (1) Financial reports for the period ended March 31, 2017
- (2) Water Production monthly report – April 2017
- (3) Water Reclamation monthly report – April 2017

ITEM N - UNFINISHED BUSINESS

None.

ITEM O - NEW BUSINESS

- (1) Employee recognition events this week (Walker)

Dr. Walker stated that he feels the Committee members should be invited to attend the employee recognition events scheduled for this week. Mr. Sorrell responded that the Committee members are always welcome to attend any event hosted by ECUA. Mr. Sorrell informed the Committee of the time and location of the events for this week.

- (2) Microphones in the Board Room (Walker)

Dr. Walker requested that staff look into obtaining microphones for the Board room that would project the speaker's voice regardless of the direction they are speaking.

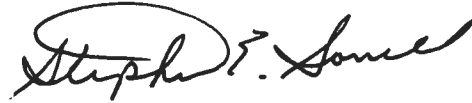
- (3) Mr. Perkins stated he wanted to send "kudos" to the staff for no violations as indicated in the annual report.

ITEM P - ADJOURNMENT

There being no further business to come before the regular meeting of the ECUA Citizens' Advisory Committee, Chairman Campbell declared the meeting adjourned at approximately 4:39 p.m.

**ECUA Citizens' Advisory
Committee meeting 05/17/17**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Stephen E. Sorrell", written in a cursive style.

**Stephen E. Sorrell
Executive Director and
Secretary**

**APPROVED BY THE ECUA CITIZENS' ADVISORY
COMMITTEE IN A MEETING ON 06/21/17.**

- (X) Without corrections/amendments.**
- () With corrections/amendments being:**